

## Aoyama, Joyce

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**From:** Aoyama, Joyce  
**Sent:** Wednesday, January 29, 2014 7:35 AM  
**To:** Somers, Elaine  
**Subject:** RE: Schedule 145 and 1021

Elaine

The schedules below are for Permanent records. If you're talking about the other records destruction, you sign, your supervisor signs and then the originals come to me. If they are past the retention mentioned on the schedules below, we can transfer them to the National Archives after the new schedules are finalized. Please let me know if you have questions. Thanks!

Thank you,

Joyce Aoyama  
Regional Records Manager  
ASRC Primus Solutions  
U.S. EPA-Region 10, CON-078  
(206) 553-2595 voice; (206) 553-0714 fax

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**From:** Somers, Elaine  
**Sent:** Tuesday, January 28, 2014 7:57 PM  
**To:** Aoyama, Joyce  
**Subject:** RE: Schedule 145 and 1021

Joyce,  
When I complete the Records Destruction Form, to whom do I send it?  
Elaine  
X2966

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**From:** Aoyama, Joyce  
**Sent:** Tuesday, January 28, 2014 5:39 PM  
**To:** Somers, Elaine  
**Subject:** Schedule 145 and 1021

<http://intranet.epa.gov/records/schedule/superseded/145.html>  
<http://intranet.epa.gov/records/schedule/draft/1021.html>

Thank you,

Joyce Aoyama  
Regional Records Manager  
ASRC Primus Solutions  
U.S. EPA-Region 10, CON-078  
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